

**481—69.9(231C) Certification or recertification of an accredited program—application process.**

**69.9(1)** An applicant for certification or recertification of a program accredited by a recognized accrediting entity shall:

*a.* Submit a completed application packet obtained from the department. Application materials may be obtained from the health facilities division website at [dia-hfd.iowa.gov](http://dia-hfd.iowa.gov); by mail from the Department of Inspections and Appeals, Adult Services Bureau, Lucas State Office Building, Third Floor, 321 E. 12th Street, Des Moines, Iowa 50319-0083; or by telephone at (515)281-6325.

*b.* Submit a copy of the current accreditation outcome from the recognized accrediting entity.

*c.* Apply for certification or recertification within 90 calendar days following verification of compliance with life safety requirements pursuant to this chapter.

*d.* Maintain compliance with the state fire marshal division's requirements.

*e.* Submit the appropriate fees as set forth in Iowa Code section 231C.18.

**69.9(2)** The department shall not consider an application until it is complete and includes all supporting documentation and the appropriate fees.

[ARC 8176B, IAB 9/23/09, effective 1/1/10; ARC 2463C, IAB 3/16/16, effective 4/20/16]